



**COUNTY OF LAKE**  
**HEALTH SERVICES DEPARTMENT**  
 Division of Environmental Health  
 922 Bevins Court, Lakeport, CA 95453-9739  
 Telephone 707/ 263-1164 FAX: 263-1681

**TEMPORARY FOOD FACILITY PERMIT APPLICATION**

Failure to submit the application at least **seven (7) days prior** to the event may result in additional fees or preventing the approval of the permit. See attached permit fee schedule.

**THIS IS NOT A PERMIT TO OPERATE.**

**Special Event Information:**

Date of Application: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Location of Event (Name, Street Address, City): \_\_\_\_\_

Time of Event: \_\_\_\_\_ Number of Days: \_\_\_\_\_

Name of Event Organizer/Promoter: \_\_\_\_\_

**Temporary Food Facility Operator Information:**

Name of Food Stand/Booth: \_\_\_\_\_

Operator Name & Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax/Email: \_\_\_\_\_

**Other operator information:**

Are you a permitted food facility: yes\_\_\_ no\_\_\_ If yes, provide facility name: \_\_\_\_\_

Fee exempt: Veteran: yes\_\_\_ no\_\_\_ If yes, provide copy of DD214. Non-profit: yes\_\_\_ no\_\_\_

Non-profit Tax ID # \_\_\_\_\_

CAL CODE section 113947.1c states that Temporary Food Facilities (TFF's) that prepare, handle, or serve non-prepackaged food shall have an owner or person in charge who can demonstrate to the enforcement officer that he or she has adequate knowledge of food safety principles as they relate to the specific food facility operation. *I certify that I am familiar with the requirements pertaining to TFF and agree to operate in a manner consistent with those requirements. I also understand that depending on risk assessment and staff assignments, an initial phone interview and/or event inspection may be conducted by the Lake County Environmental Health office.*

\_\_\_\_\_  
 Applicant's Signature Date

\_\_\_\_\_  
 Print Name

**FOR OFFICE USE ONLY**

Permit Reviewed by: \_\_\_\_\_ REHS Date \_\_\_\_\_

Facility # \_\_\_\_\_ Date \_\_\_\_\_

Receipt # \_\_\_\_\_ Received by: \_\_\_\_\_

*Our mission is to promote and protect the health of the people of Lake County through education and the enforcement of public health laws.*

# NO HOME FOOD PREPARATION OR STORAGE IS ALLOWED

The following must be completed by the operator of the temporary food facility. Check the box which best explains your operation. More than one answer may apply to a question. If a question does not apply to you, then write N/A.

1. Please check mark the menu items that will be serving at your food facility.

Menu Items	Approved Source (Name of the store that you purchased your items from)	Description (of your food product)
<input type="checkbox"/> Non-potentially hazardous foods, commercially pre-packaged foods (chips)		
<input type="checkbox"/> Beverages (soda, coffee, water, etc)		
<input type="checkbox"/> Popcorn, cotton candy		
<input type="checkbox"/> Hot dogs, corn dogs, polish dogs		
<input type="checkbox"/> Hamburgers		
<input type="checkbox"/> Other ground chopped/shredded/meats		
<input type="checkbox"/> Beef steaks, tri-tip, roasts, etc.		
<input type="checkbox"/> Chicken, turkey (Poultry)		
<input type="checkbox"/> Cold cuts (turkey, roast beef, etc.)		
<input type="checkbox"/> Pork		
<input type="checkbox"/> Fish		
<input type="checkbox"/> Shellfish (lobster, shrimp, oysters, clams)		
<input type="checkbox"/> Cooked egg dishes (quiche)		
<input type="checkbox"/> Custards, cream desserts		
<input type="checkbox"/> Baked goods (cookies, cakes, brownies, pies, other desserts)		
<input type="checkbox"/> Pasta dishes		
<input type="checkbox"/> Salads (green salad, potato salad, macaroni salad, coleslaw)		
<input type="checkbox"/> Baked potato, fries		
<input type="checkbox"/> Refried beans		
<input type="checkbox"/> Vegetables (cooked or uncooked)		
<input type="checkbox"/> Fruit (cut or whole)		
<input type="checkbox"/> Chili		
<input type="checkbox"/> Soups		
<input type="checkbox"/> Rice		
<input type="checkbox"/> Bread		
<input type="checkbox"/> Other (please specify)		

2. Which describes your operation during this event? Check all that apply.

- Cooking, cooling, reheating, etc. (Food is prepared/stored before the event). Please provide the name of approved permitted/authorized food facility where the food is to be prepared or stored \_\_\_\_\_
- No cooking; assembly only (Example: Sandwiches, Drinks, Cut Fruit or Vegetables)
- Single cooking step and assembly (Example: Burgers, Hot Dogs, Nachos)
- Prepackaged foods (Example: candy, cookies, chips, ice cream bars in original manufacturer's packaging)
- Baked goods including prepackaged candies, pastries, cookies, popcorn (Label must include Facility and/or Operator Name, address, list of ingredients from most abundant to the least)
- Uncut, whole produce
- Other \_\_\_\_\_

3. How will the food be transported and what steps will be taken to prevent cross-contamination of foods?

- Food is properly covered during transportation
- Cold/frozen food is maintained at or below 41°F during transportation
- Hot food is maintained at or above 135°F during transportation
- All food preparation takes place inside the temporary food facility booth
- Outdoor cooking equipment will be protected from public access
- Other \_\_\_\_\_

4. During the event, how will cold potentially hazardous food be maintained at or below 41°F?

- Inside an approved electrical refrigeration unit
- Stored on ice, inside ice chest
- Inside refrigerated cart/truck/trailer
- Other (describe) \_\_\_\_\_

5. During the event, how will hot potentially hazardous food be maintained at or above 135°F?

Check all that apply.

- Inside a steam table
- Electric cooker
- Chafing dish
- Barbecue grill
- Other (describe) \_\_\_\_\_

6. Where will food be stored when the facility is not in operation? (Applies only to 2 or more day events). Check all that apply.

- Stored inside the booth and protected from cross-contamination
- Returned to an approved food facility
- Leftovers are discarded at the end of the day
- Stored inside refrigerated trailer
- Other \_\_\_\_\_

7. Which one of the following describes your hand washing process?
- One hand wash sink with warm water under pressure will be provided inside the booth
  - A five (5)-gallon water container with a dispensing valve will be used. Also, liquid hand soap, paper towel, catch bucket and a waste receptacle will be provided.  
Caution: Water temperature should be comfortable to touch. Not scalding or too hot. May cause injury.

8. What are the methods for cleaning utensils and equipment? Check all that are apply
- A 3-compartment sink will be provided inside the booth
  - A centrally located 3-compartment sink exists within 100 feet of the booth (shared by no more than 4 booths)
  - Three tub method will be used. First tub will have warm soapy water. Second tub will have clean warm water. The third tub will have warm clean sanitizing solution using 100 parts per million Chlorine or 200 parts per million Quaternary ammonium.
  - Additional clean utensils will be available at the event to allow for exchanging of utensils at least every four hours or in the event of an accidental dropping of utensils

9. All booths must have a sign with the following (visible to the public):

Name of facility at least 3" (inches) in size.  
City, State, and Zip Code at least 1" (inch) in size.

10. Comments:

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## **THIS IS NOT A PERMIT TO OPERATE.**

**IMPORTANT: All food vendors are subject to inspection. Violation of any of the above may result in closure of your temporary food facility. A valid health permit must be present in the booth at all hours of preparation and operation.**

**Return this application with the appropriate fee payment (see attached fee schedule) for a permit 7 DAYS PRIOR to the event to: County of Lake, Health Services Department, Division of Environmental Health, 922 Bevins Ct., Lakeport, CA, 95453. Checks may be made payable to County of Lake. The approved permit will be mailed, emailed or faxed to you, the event sponsor or provided following the booth inspection.**

## New Fee Ordinance for Temporary Food Events

Fee Description	Fee	Non Profit	Code
Temporary Food Facility Event Organizer (per Permit)	\$120.00	\$60.00	1349
Discount of 10% if application is received 10 business days prior to event date	\$108.00	\$54.00	1349
Temporary Food Facility Low Risk (single event/year) (per permit)	\$60.00	\$30.00	1398
Discount of 10% if application is received 10 business days prior to event date	\$54.00	\$27.00	1398
Temporary Food Facility High Risk (single event/year) (per permit)	\$120.00	\$60.00	1350
Discount of 10% if application is received 10 business days prior to event date	\$108.00	\$54.00	1350
Temporary Food Facility Low Risk (3 or more events/year) (per permit)	\$180.00	\$90.00	1399
Discount of 10% if application is received 10 business days prior to event date	\$162.00	\$81.00	1399
Temporary Food Facility High Risk (3 or more events/year) (per permit)	\$244.00	\$122.00	1351
Discount of 10% if application is received 10 business days prior to event date	\$220.00	\$110.00	1351
Temporary Event Non Profit 50% discount off any above temporary event fees	50% off		1352

*Effective July 1 2018*

### Definitions and Guidelines:

- Currently permitted food facilities will remain exempt from temporary health permit fees.
- If an event **Sponsor/Organizer** also has a food booth, they will be charged the appropriate vendor fee in addition to the sponsor fee.
- The **Sponsor/Organizer** of the event must submit a Sponsor Permit Application if there are 2 or more food vendors participating in the temporary event.
- **Low risk food** vendors may include the following: Prepackaged non-potentially hazardous foods including candy, bottled water and bottled/canned beverages, beer and wine; Cottage Food industry items; a majority of bakery items (except cream filled pies, cheese cake, pumpkin pie, lemon bars, custards, etc.); coffee (dairy products may change the process); commercially fully cooked hot dogs & commercially processed hot dog condiments (i.e. ketchup, mustard, relishes, canned chili); nachos with commercially canned cheese sauce & jalapeno peppers.
- **Low risk foods** would be items that haven't normally been associated with foodborne illness. That would include most dry goods like crackers, flour, **sugar**, grains, breads, candy, dry beans and **dried fruit**. Fresh unprocessed fruits and vegetables are generally considered low risk.
- **Low risk foods** are less-likely to cause [food poisoning](#) because they have (1) [high acid content](#) (pH 4.5 or lower), or (2) low water content. Low risk foods spoil due to their chemical [composition](#) (not microbiological activity) and usually have a 'best before' date.
- **Veterans** are exempt from permit fees unless they are selling/serving alcohol.
- **"Food"** means a raw, cooked, or processed edible substance, ice, beverage, an ingredient for use or for sale in whole or in part for human consumption, and chewing gum (CRFC: 113781).

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**-KEEP THIS PAGE- and post it in your booth with your permit to operate.**

**TEMPORARY FOOD FACILITY SELF-INSPECTION CHECKLIST**

**This checklist is to be completed prior to your daily operation. Check all that apply.**

**Food Booth Construction**

- Booth has overhead protection
- Sign available (visible to the public) must include the following:
  - Facility and Operator Name at least 3" in size
  - Facility City, State, and Zip Code at least 1" in size
- Trash containers with lids/covers

**Food Preparation**

- Food stored at least 6" off the ground
- All food contact surfaces are smooth, easily cleanable, and nonabsorbent

**Food Handling**

- Food was **NOT** prepared or stored in a private residence
- All food preparation occurred within an approved food facility or food booth
- Food handlers practice proper hand washing, proper restrain there hair and are in good health
- Bare hand contact with ready to eat food is minimized. Serving utensils, disposable plastic gloves, or tissues are used to prevent bare hand contact with food

**Temperature Control**

- Adequate cold storage (ice chests with ice, refrigerated trucks, or refrigerators)
- Cold food must be maintained at 45 degrees F or below. If ice is used to hold cold food, store ice above the food.
- Hot food must be maintained at 135 degrees F or above. Adequate hot storage (steam tables, chafing dishes, electric stove, heat lamps, and crock pots)
- A metal, probe thermometer to measure food temperature is available in the booth

**Hand Washing Facilities**

- A container with a spigot or valve (allow for continuous water flow) containing a minimum of 5 gallons warm water minimum which provides for hands- free washing
- Liquid soap in a pump dispenser
- Single use paper towels
- A bucket to collect wastewater

**Utensil Washing Facilities and Surface Sanitizing**

- Access to a 3 compartment sink with integrally installed stainless steel drain boards
- Three tub method set up. First tub with warm soapy water. Second tub will have clean warm water. Third tub will have warm clean sanitizing solution using 100 parts per million Chlorine or 200 parts per million Quaternary Ammonium.
- Soap for dish washing
- Sanitizer available for dish washing and for surface cleaning
- Extra utensils available
- Test strips available

**Food Protection**

- Condiments in containers with a hinged lid, squeeze bottle, pumps, or individual packets
- Sneeze guards for steam table and open food
- Ice used for refrigeration is not used for beverages

**I understand that failure to provide a response for the above items may result in immediate closure of my Temp Food Facility booth.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_